

DEPARTMENT OF HEALTH SERVICES

714/744 P STREET
SACRAMENTO, CA 95814



June 20, 1985

To: All County Welfare Directors
County Administrative Officers

Letter No. 85-46

MINUTES FROM THE CWDA/DHS CORRECTIVE ACTION SUBCOMMITTEE MEETING
OF MAY 7, 1985

Attached are the minutes from the CWDA/DHS Medi-Cal Corrective Action Subcommittee meeting which was held Tuesday, May 7, 1985.

If you or your staff have any questions or wish to provide input, please contact one of the committee members identified in the minutes.

Sincerely,

Original signed by

Gary Pettigrew for
Tom J. Elkin, Acting Chief
Medi-Cal Eligibility Branch

Attachment

Expiration Date: July 20, 1985

Minutes from the May 7, 1985 Meeting of the CWDA/DHS Medi-Cal
Corrective Action Subcommittee

1. Members Present:

Ann Lashbrook -- Merced County

Virginia Hickey -- Napa County

John LaRoche -- Orange County

Lin Semenchuk -- Sacramento County

Penni Clarke -- Sacramento County; CWDA QC, Fraud and Fair
Hearings

Kathy Trenery -- San Bernardino County

Bob Macaluso -- Department of Health Services (DHS) Audits
and Investigations Division

Marlene Ratner -- Department of Health Services (DHS)
Eligibility Branch

2. At last month's meeting, the subcommittee discussed some of the examples of income errors which had been submitted previously by counties. During that discussion, several subcommittee members offered to review state forms for possible wording changes and/or to develop corrective action products in an effort to reduce income errors. At this meeting, the members reported on their findings and shared their draft corrective action products.

The following is a grouping of income errors by category and the action taken by the subcommittee.

A. Errors Relating to Conversion of Income to Monthly Amounts

Kathy Trenery submitted a one-sided monthly income computation chart illustrating; (a) the frequency of income and how it is converted to monthly amounts; and (b) several key questions to ask applicants and beneficiaries. Lin Semenchuk and Virginia Hickey provided examples of paystub and unemployment insurance benefits (UIB) claim awards. They also submitted copies of UIB abstracts which are available only in four pilot counties in California.

The subcommittee agreed that the back of the income chart should provide: (a) an explanation of how unemployment insurance and disability insurance (UI/DI) is treated;

(b) clues for reading paystubs to determine the frequency of payment; and (c) information on the earned income tax credit and income from tips. Kathy will develop the back.

Examples of paystubs and award letters from Social Security or the Veterans Administration are to be attachments to the income chart. Lin will follow up.

B. Errors relating to Medicare Buy-In and Health Insurance Premiums

Ann Lashbrook reviewed the MC 210 Statement of Facts for Medi-Cal, the MC 217 Medi-Cal Responsibilities Checklist, and the MC 176S Medi-Cal Status Report for their treatment of health coverage. She found that the MC 210 is lacking a question dealing with dental or vision insurance and the MC 217 and MC 176S do not deal specifically with the responsibility to report when insurance premiums stop, start or change. The subcommittee agreed with Ann and plans to submit suggested changes to DHS.

The subcommittee tabled the planned discussion on Retirement, Survivors, Disability Insurance (RSDI) in light of the Department of Social Services (DSS) All County Information Letter on the Payment Verification System (I 32-85, dated April 4, 1985).

Virginia reported that the regional Social Security Administration (SSA) office said that if an overpayment is being recovered, the local office has no ability to determine the net amount due the beneficiary.

C. Errors relating to In-kind Income (IKI)

Lin provided a one page handout on IKI which contains the definition of IKI, types of IKI (earned or unearned), how IKI is valued, and some related examples. The subcommittee decided that IKI tables should be included on the back and Lin will add this, as well as make other minor changes to the front.

D. Errors relating to Mathematical, Transposition and Rounding of Numbers

Kathy gave the members a booklet describing the number skills training given in San Bernardino County. According to the booklet, number skills from CRM McGraw-Hill "is a ten hour training program that teaches employees to see, remember and transfer numbers accurately and quickly".

The subcommittee discussed the MC 176M Share of Cost Determination -- MFBUS which do not include LTC persons, and will recommend to DHS that a statement be added to clarify how income is rounded to the nearest dollar.

E. Errors relating to Self Employment Income

Virginia shared Napa County's self employment questionnaire and profit and loss statement. The subcommittee will request DHS to develop a self employment worksheet for inclusion in the Procedural Manual.

F. Errors relating to Income from Property

The subcommittee will recommend to DHS that (1) the term "rental" in the introduction to Part B of the MC 176S be expanded to include "rental from rooms and property", and (2) interest and dividends be specifically listed as a type of income to be reported.

G. Errors relating to Income Deductions and Allocations

In view of the Ibarra decision and elimination of the use of mandatory deductions in computing share of cost amounts, this item has been dropped.

3. The next meeting is scheduled for Tuesday, June 11, 1985.